



Agenda
Public Records Board
1:30 – 4:00 PM - August 18, 2014
22 E. Mifflin St, Madison
4th Floor Legislative Audit Bureau Conference Room

1. Call to Order
2. Approval of May 12, 2014 meeting minutes *
3. Comments from Chair
4. Committee Reports
 - a. Records Management Committee * (Naab)
 - i. 1st Quarter Index
 - b. Records Resource Management Committee (Broady-Rudd)
 - c. Records Officers Council (Thompson)
 - i. General Schedule Updates
 - ii. Committee Updates
 - d. Policy Committee (Blessing)
 - i. Guidelines for the Management and Retention of Public Records Email
 - ii. Monitoring and Surveillance Recordings
 - iii. Records Retention Disposition Extensions
5. Other Business
 - a. Open Board Position
 - b. State Records Center Updates
6. Adjourn

Next scheduled meeting: November 10, 2014.

*** Scheduled Action Items**